

From: **Security Specialist - NOAA Federal** <first.last@noaa.gov>  
Date: Tue, Sep 23, 2014 at 2:11 PM  
Subject: YOUR NOAA INVESTIGATION e-QIP ##### (Last Name)  
To: first.last@noaa.gov  
Cc: Administrative Officer or Trusted Agent

First Name Last Name,

I am the Security Specialist assigned to process your background investigation for your position at NOAA. Your sponsor has requested to upgrade your investigation; therefore, you have been invited into the Office of Personnel Management, Electronic Questionnaire for Investigations Processing (e-QIP) secure website.

Please click on this link to access the website [www.opm.gov/e-qip](http://www.opm.gov/e-qip) and **follow the instructions attached**. Completion of your electronic background investigation questionnaire is a time sensitive matter. Please complete the application by **7 business days from the date of this e-mail**.

For questions concerning the background investigation process, you may send an email to [ERSO.PERSEC@NOAA.GOV](mailto:ERSO.PERSEC@NOAA.GOV), and someone from our office will respond to you as soon as possible.

Very Respectfully,

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Department of Commerce  
Office of Security at NOAA  
Security Specialist